

All minutes are draft and subject to approval at the next meeting

CLYMPING PARISH COUNCIL

MINUTES OF THE MEETING OF THE COUNCIL

Location	Tuesday 12 th September 2023 commencing at 7.30 pm at the Church Hall, Clymping
Date/Time	
Present Cllrs: Tim Hibbert, David Miranda, Henry Burrell, Anne Miller & Christine Gillott.	Also Present: Four residents, & Nadine Phibbs (Clerk & Responsible Financial Officer).
Ref:	MINUTES
331/23	Welcome – In the known absence of the Chairman, the Vice Chairman welcomed everyone to the Meeting of Council.
332/23	Apologies for Absence – Apologies were received from Councillor Colin Humphris & County Councillor Jacky Pendleton. The apologies were accepted.
333/23	Declarations of Interest – There no declarations of interest.
334/23	Matters of Urgency - Not on the Agenda There were no matters of urgency.
335/23	Public Opportunity There were no resident questions.
336/23	Minutes – Minutes of the Full Council Meeting held on the 11 th July 2023 were confirmed and signed by the Chairman as a true record.
337/23	Actions update from the last meeting – Planning Application F/4/20/OUT - Arun District Council has approved the Reserved matters application for the Ford Development. Rampion 2 – Notification has been received that on 7 th September, the Rampion 2 Development Consent Order (DCO) application for an offshore wind farm off the coast of Sussex, was accepted for examination by the Government’s Planning Inspectorate. Council agreed to register as an interested party with the Inspectorate. Council noted that the Clerk has asked if a more detailed plan location of the proposed works compound is available. Planning Application CM/14/22/PL Caravan storage site Enforcement – Council noted that there had been no response from planning enforcement in respect of the breach of conditions with this application. Council agreed to make formal representation to the Head of Planning concerning total lack of action by enforcement. Councillor Anne Miller advised that she is liaising with a WSCC footpath warden in relation to the relocation of the path 175 and that the path is currently impassable, and the exit blocked by fencing. WSCC Operation Watershed Application – Please refer to minute item 343/23.
338/23	Vacancies for Councillors - Council noted that there is one Councillor vacancy.
339/23	Comments from County and District Councillors County Councillor Jacky Pendleton was not in attendance. District Councillor Amanda Worne was not in attendance.
340/23	Police Report <i>Councillor Henry Burrell reported the following :</i> There are no notifications of any issues within the village. Following the Acting Police Sergeant, Hayley Wright EA245 from Sussex police attending the previous meeting on 11 th July, Councillor Henry Burrell advised that he continues not to receive the Sussex Alerts notifications. In addition, whilst it had been agreed that the Clerk will forward the contact details for all Councillors to Acting Police Sergeant Hayley Wright, there has been further communication from the police.
341/23	Planning a. Applications - To consider comment on current applications including:

	<p>b. To note comments submitted between meetings – CM/29/23/PL Observations to be received by 17th August 2023 Demolition of existing garage and erection of new two-storey dwelling. This application is a Departure from the Development plan, is in CIL Zone 5 and CIL Liable as new dwelling. 3 Kents Cottages Brookpit Lane Climping – NO OBJECTION CM/30/23/HH Observations to be received by 17th August 2023 Demolition of rear elevation conservatory, 2 storey rear extension, porch to front elevation and external alterations. Ryebank House Grevatts Lane Climping – NO OBJECTION CM/22/23/HH Observations to be received by 8th September 2023 Readvertisement due to Substitute plans. Installation of a wooden shed and a garden pergola. This application affects the setting of a Listed Building. Church House Church Lane Climping – NO OBJECTION, subject to the Conservation Officers consideration. The Church is grade 1 listed and the Vicarage grade 2. CM/31/23/HH Observations to be received by 8th September 2023 Readvertisement due to amended site address. Erection of single storey porch to rear elevation. Jubilee Barn Climping Street Climping – NO OBJECTION</p> <p>c. Planning Working Group – In relation to CM/48/21/RES, Land to the West of Church Lane South of Horsemere Green Lane. Council noted the support from Planning Committee members in respect of drainage matters. It was noted that officers took the view that drainage matters were outside the scope of the Reserved Matters application. The original conditions required by the Planning Inspectorate following appeal imposed a range of conditions (9,10,11 and 13) which dealt with both drainage and archeological works. Council agreed to seek clarification that the conditions relating to the Outline approval must be fully discharged before any future reserved matters application is considered. Concerns were also raised in relation to any plans for the proposed community buildings but will resist any proposals that undermine the financial viability of either the existing Village Hall or the Church Hall.</p> <p>d. Ford, Yapton and Clymping Advisory Group – No Meeting held</p> <p>e. Network for Neighbourhood Planning – Council noted the letter received from Middleton on Sea Parish Council and agreed to support the Network Group. It was resolved that the Chair or the Vice Chair will attend any scheduled meetings</p>
342/23	<p>Transport Working Group No Meeting held</p> <p>1. Consultant Proposal HGL – Council noted the WSCC Community Highways Scheme submission in relation to HGL improvements and that WSCC has acknowledged the application.</p>
343/23	<p>Environment Working Group (EWG) Meeting held 29th August</p> <p>1. WSCC Operation Watershed Application – Council has previously approved the PTP Pond Consultants written quotation for the desilting work. The work will include moving some of silt to behind low hazel bays around the pond and under the trees on the green opposite. PTP Pond Consultants will also assess and estimate the cost to remove the volume of silt for bulk disposal, provide samples for analysis, and an ecological survey. Following the above outlined works, CPC will be in the position to apply for WSCC Operation Watershed funding to cover the cost of bulk silt removal to get the pond more fully back under control.</p> <p>2. Platinum Jubilee Signs – Council agreed to the principle of purchasing of a small commemorative plaques for the trees planted within the village. Councillor Christine Gillott will lead the project.</p> <p>3. Book Swap – Councillor Anne Miller advised that she has found a company to build a bespoke wooden unit to house the book swap and that she has obtained permission to locate the book swap unit at The Pound. The overall cost is expected £480.00; however, donations have been made and Council is asked to cover the remainder of the cost no more than £300.00. Council approved £300.00 towards this project. An article about the book swap will be included the next parish newsletter.</p>

	<p>4. Planting – Council approved the cost of the planting at the Horsemere Green Lane meadow at £58.63 and for the extension of the bulb planting on Church Green £133.14.</p> <p>5. Village Coffee mornings – Councillor Anne Miller advised that the first community coffee morning is arranged for 30th September and to be held at the Village Hall. The Village Hall has offered use of the hall free of charge and a local supermarket will be gifting refreshments and colouring books & pens for the children. It is expected that the community coffee mornings will be held quarterly. An article about the book swap will be included the next parish newsletter and, on the village facebook page.</p> <p>6. Adopt a Kiosk – A resident has kindly been looking into the possibility to adopt a BT telephone box to house a Defibrillator and to be sited at the former Black Horse Inn, Church Street. Whilst a box has been located it is extremely expensive to disconnect and relocate in the region of £2400.00 and then there is the additional cost of a Defibrillator. Council was asked if they felt that this is a worthwhile project and a possible asset within the village. It was agreed that fundraising could be explored and that a related article could be included in the next edition of the village newsletter to gauge residents opinion.</p> <p>Councillor David Miranda advised that further location for an additional Defibrillator at Waterford Gardens continues to be explored.</p> <p>West Sussex County Council (WSSCC) is urging organisations and groups to apply for government funding that could help increase the number of potentially life-saving defibrillators across the county. The Clerk will investigate further.</p>																														
344/23	<p>Clymping Beach – Council noted that the meeting arranged by Nick Gibb MP is scheduled for 15th September. Further clarification is needed to confirm the invitees.</p> <p>Councillor Tim Hibbert has circulated a Policy Note for discussion, if any Councillors has any further comments, please advise before the meeting on Friday.</p>																														
345/23	<p>Parish Council Representative for Clymping Village Hall Committee – Councillor Christine Gillott</p> <p>1. Clymping Play Area – Following the meeting with Arun District Council (ADC), Parish Council and Village Hall on 6th September. A budget of £29500 was confirmed and ADC will prepare a design and ask suppliers to provide a full proposal for the play area. It was noted that the Village Hall has agreed to completing monthly visual checks and that the play area is maintained in terms of grass cutting a clearing any rubbish. The Parish Council will arrange the annual maintenance inspection.</p> <p>2. Village Hall Defibrillator – Council noted the installation the Defibrillator and associated Cabinet for Clymping Village Hall is now complete and that the AED has been recorded to the Circuit.</p> <p>3. Village Hall Committee – Councillor Anne Miller advised that she has joined the Village Hall Committee and that various elements of the hall are currently being reviewed. The Village Hall acknowledge that the hall is for community use and that they will encourage local organisation/clubs to use their facilities.</p>																														
346/23	<p>Finance</p> <p>1. Payments – Council noted that the balance at the bank at 31st August 2023 was £69159.17.</p> <p>To approve the following payments (known to date):</p> <table border="0" data-bbox="197 1720 1522 2085"> <tr> <td>WSSCC</td> <td>Salary June</td> <td>£424.31</td> </tr> <tr> <td>4sight vision support</td> <td>Grant awarded</td> <td>£165.00</td> </tr> <tr> <td>Clear Computing</td> <td>Annual Microsoft license</td> <td>£78.00 (inc VAT £13.00)</td> </tr> <tr> <td>WSSCC</td> <td>Salary July</td> <td>£424.31</td> </tr> <tr> <td>Speedyfit</td> <td>AED Installation Village Hall</td> <td>£228.00 (inc VAT £38.00)</td> </tr> <tr> <td>Speedyfit</td> <td>AED Installation Caravan Park</td> <td>£141.60 (inc VAT £23.60)</td> </tr> <tr> <td>WSSCC</td> <td>Salary August</td> <td>£424.31</td> </tr> <tr> <td>N Phibbs</td> <td>Clerk Expenses</td> <td>£63.01</td> </tr> <tr> <td>Primavera Landcare</td> <td>Works at HGL pond</td> <td>£426.00 (inc VAT £71.00)</td> </tr> <tr> <td>Moore</td> <td>External Audit</td> <td>£252.00 (inc VAT £42.00)</td> </tr> </table>	WSSCC	Salary June	£424.31	4sight vision support	Grant awarded	£165.00	Clear Computing	Annual Microsoft license	£78.00 (inc VAT £13.00)	WSSCC	Salary July	£424.31	Speedyfit	AED Installation Village Hall	£228.00 (inc VAT £38.00)	Speedyfit	AED Installation Caravan Park	£141.60 (inc VAT £23.60)	WSSCC	Salary August	£424.31	N Phibbs	Clerk Expenses	£63.01	Primavera Landcare	Works at HGL pond	£426.00 (inc VAT £71.00)	Moore	External Audit	£252.00 (inc VAT £42.00)
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	<p>2. Village Defibrillator – Council noted the installation the Defibrillator and associated Cabinet for Clymping Caravan Park is now complete and that the AED has been recorded to the Circuit.</p> <p>3. Annual Accounts & External Audit 2022 - 2023 - The Clerk advised Council that the External Audit 2022 - 2023 has been signed off and returned with no errors or recommendations. The notice of Conclusion is available on the parish council website and noticeboard.</p> <p>4. Annual Accounts & External Audit 2022 – 2023 – Council noted and approved payment for the external audit at £210.00 (excl of VAT)</p> <p>It was noted that the Clerk will be leaving the Parish Council at the end of September. Council took this opportunity to thank the Clerk and wish her well for the future.</p>
347/23	<p>Next Scheduled Meeting of Council – The next Full Council Meeting, Tuesday 14th November 2023 commencing at 7.30pm at the Church Hall. Details can be found on our Parish Council website for the Agenda which is published 3 days prior to the Meeting http://www.clymping.org.uk/.</p>
348/23	<p>Close of meeting: The Chairman declared the meeting closed at 8.40pm.</p>
Dated	
Signed by the Chairman	